

INSTRUCTIONALLY RELATED ACTIVITIES (IRA) BOARD MEETING

DECEMBER 13, 2012 9:00-11:00AM BMU 205

MINUTES

Members Present: Michael Barrett, Chair, Jaypinderpal Virdee, Marlene Romero, Hunter Watkention, Daniel Schindler, Hyunjung Kim, Steffen Mehl

Members Absent: Marc Langston

Staff Present: Arno Rethans, Stacie Corona, Kimberly Scott, Sandy Miskella, Jennifer Mays

Others Present: Jeni Kitchell

- I. Call to Order
 - a. The Chair, Michael Barrett, called the meeting to order at 9:02 am
- II. Approval of Minutes
 - a. November 15, 2012
 - i. A motion was made to amend the minutes: Section IV. a. ii. 3. to include that Don Hankins revised the work study request from \$10,686 to \$7,100. Motion moved, seconded, carried (MSC) 7-0-0
 - ii. A motion was made to approve the amended minutes: 7-0-0 MSC
- III. Old Business (none)
- IV. New Business
 - a. Discussion Items
 - i. Change the agenda below to sections IV. b. ii. 4 and 5. Both withdrew their requests so these items are no longer needed and should be removed. No objections.
 - b. Action Items
 - i. Exemplary Performance (EP) Funding Requests Round I: \$39,269 Available for 12-13 (1/3 each round = \$13,089)
 1. Western Collegiate Food Marketing Competition requesting \$5,000
 - a. Discussion included concern over setting precedence with regards to backfill funding vs. EP funding, meeting the EP funding request criteria, college rollover balances of approx. \$79,000, and recognizing their competition performance with funding for doing well. Timing

issues can be avoided knowing that programs can request in advance of the performance, even if unsure that they will be in a competition. Funds won't be transferred unless they attend, and unspent EP funds are supposed to be returned.

- b. A motion was made to amend the request from \$5,000 to \$1,000 in order to recognize the program's achievements at the national competition: 6-0-0 MSC
 - c. A motion was made to approve the \$1,000 allocation: 7-0-0 MSC
 - d. IRA staff to communicate to the program that they request funding in advance of the performance, even if in the prior fiscal year, and without knowing for certain they will be in the competition (just in case).
- ii. Work Study Funding Requests: \$3,758 available
- 1. Hands on Experience (NSC) requesting \$2,000
 - a. Discussion included ability to spend all their funds, with clear and direct tie to student engagement. Approx. \$500/per student.
 - b. A motion was made to approve the request: 7-0-0 MSC
 - 2. Museum of Anthropology (BSS) requesting \$1,018.75
 - a. Discussion included funds clearly used for student engagement directly. Full amount going to one specialized, skilled student with ability to fill critical needs for the program.
 - b. A motion was made to amend the request to \$1,018 for rounding purposes: 7-0-0 MSC
 - c. A motion was made to approve the request as amended: 7-0-0 MSC
 - 3. Outdoor Classroom (BSS) requesting \$7,100
 - a. Discussion included concern how the funds are being used – for student engagement vs. trail building. Cannot use funds to maintain trails (same as maintaining classrooms with these dollars– not allowed). Funds are intended to support the student out-of-classroom experience only.
 - b. A motion was made to amend the request to \$740: 7-0-0 MSC
 - c. A motion was made to amend the request detailing that the funds will go to students who lead excursions/field trips and that we are supporting our students (not trail maintenance): 7-0-0 MSC
 - d. A motion was made to approve the request as amended: 7-0-0 MSC
 - ~~4. School of the Arts (HFA) requesting \$5,000~~

~~5. University Box Office (UBE) requesting \$5,000~~

iii. One-time IRA Funding Request

1. Formula SAE (College of ECC) requesting \$4,500

- a. Amount requested was less than half of their actual expenses (fundraising to cover the remainder). The board feels they are on their way to becoming an outstanding IRA program.
- b. A motion was made to amend the request to \$4,550 to bring in line with their proposal: 7-0-0 MSC
- c. A motion was made to approve the request as amended: 7-0-0 MSC

V. Announcements

- a. Next IRA Meeting is February 4, 1:00-3:00. Location still to be determined.
- b. Thank you everyone for serving on the board for this semester, and we look forward to next semester. Compliments to the students for their active involvement!
- c. Thank you to Dan DeWayne for his years of service! Please attend his retirement party December 18 2-4 in Laxson Auditorium.

VI. Adjournment

- a. The Chair, Michael Barrett, adjourned the meeting at 9:49 am